

**CENTRAL CONNECTICUT STATE UNIVERSITY
JOB OPPORTUNITY**

MAINTENANCE SUPERVISOR 1 (GENERAL)

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: Lateral Transfers or Candidates on a current Maintenance Supervisor 1 (General) examination list

Location: Facilities Management

Job Posting No: C15-022

Hours: Sunday through Thursday, 7:30 A.M. to 4 P.M. with a ½ hour meal period (40 hours per week)

Salary: \$57,332 to \$73,417 Annually (FM-20)

Closing Date: December 14, 2014

Eligibility Requirement: State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer. Candidates must have applied for and passed the Maintenance Supervisor 1 (General) exam and be on the current certification list promulgated by the Department of Administrative Services for this classification. Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular position.

Purpose of Class: The incumbent in this position is accountable for supervising a small crew (usually 1-5 workers) of highly skilled trades workers (Qualified Craft Workers and General Trades Workers) and skilled workers (Skilled Maintainers) but not solely Skilled Maintainers unless they are on a grounds crew, and other lower level employees.

Knowledge, Skills and Abilities: Considerable knowledge of modern methods and equipment involved in the maintenance and repair of buildings; considerable knowledge of relevant State and national codes and regulations; interpersonal skills; oral and written communications skills; skill in performing technical duties of the class; ability to read and interpret specifications, blueprints, and sketches; ability to utilize computer software; supervisory ability.

Experience and Training:

General Experience: Five (5) years' experience in the maintenance and repair of buildings. **Note:** Experience performing technical duties within the maintenance trade area on a military base, aircraft carrier or large compound may be substituted for the General Experience on a year-for-year basis.

Special Experience: Three (3) years of the General Experience must have included performing highly skilled tasks in either the maintenance and repair of buildings or the military experience referenced above.

Note: For State employees, this is interpreted at or above the level of Skilled Maintainer.

Substitution Allowed: Graduation from vocational or technical school may be substituted for one (1) year of the General Experience.

Special Requirements:

1. Incumbents in this class may be required to travel.
2. Incumbents in this class may be required by the appointing authority to possess and retain appropriate current licenses, permits and/or certifications.

Preferred Experience: Work experience in higher education.

Physical Requirements: Incumbents in this class must have adequate physical strength, stamina, physical agility, and visual and auditory acuity, and must maintain such physical fitness as to be able to perform the duties. A physical examination may be required.

Working Conditions: Incumbents in this class may be required to lift moderate to heavy weights; may be exposed to extreme weather conditions and to risk of injury from equipment. The appointing authority may require completion of an asbestos removal program consistent with EPA guidelines for operations and maintenance during employment in this class. Incumbents may be required to use protective equipment such as respirators and safety goggles.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

Application Instructions: Interested and qualified candidates who meet the above requirements must submit a complete application package by the closing date and include the following:

- 1) Cover letter specifying this Job Posting Number: C15-022
- 2) Completed State application (**CT-HR-12 – available at:** http://das.ct.gov/HR/Forms/CT-HR-12_Application.pdf)
- 3) Names, titles and phone numbers of two current professional references.
- 4) State employees attach copies of your two most recent performance appraisals.

Incomplete packages will not be accepted. Applications must be postmarked by December 14, 2014. Faxes will not be accepted. Send cover letter, application and references to:

Human Resources
Davidson Hall – Room 119
Central Connecticut State University
1615 Stanley Street
New Britain, CT 06050

(Telephone: 860-832-1756)

All candidates for employment at Central CT State University are subject to a pre-employment background investigation, including criminal background check, federal sanctions, and reference checks. Selection for employment is contingent upon satisfactory completion of the background investigation.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity and affirmative action employer. Members of all underrepresented groups, women, veterans and persons with disabilities are invited and encouraged to apply.